

1. Should the Section L Column be L.19 in lieu of L.20 and L.21 In the Subfactor Tables on pages 70-71 and 96-97

Yes, the columns should be labeled L.19. The table has been amended in Amendment 1 of the RFP to reflect this correction.

2. The subfactor tables list a Section MA56, however the requirements for MA56 are not apparent

MA56 does not exist. This reference has been removed from the table as reflected in Amendment 1 of the RFP.

3. In Item KSP12 – where it states “For the Primary Point of Contact, provide a signed statement of commitment.” We interpret that you want a signed commitment letter from each reference for all of the resumes presented that states that they will discuss that person and their work if a NASA representative were to call. Is that correct?

The Offeror shall provide a statement of commitment from the individual listed as the Primary Point of Contact for the CMIST Contractor. The Primary Point of Contact shall be considered the Contractor’s official representative during the execution of the CMIST contract. This statement should indicate that if the Offeror is awarded the CMIST contract, the certain individual will serve as the Primary Point of Contact for the duration of the CMIST contract.

4. Can we provide more client references to be submitted by our clients than the project forms we submit as part of the 15 page document?

As indicated in Section L.21B, there is no limit to the number of past performance questionnaires that an Offeror may submit. There is a 15 page limit referring to the Past Performance Narrative. Any references or information provided outside of the questionnaires or the Past Performance Narrative will not be evaluated.

5. Can Section L.8 be addressed in Volume II

No, this and Section L.10 should be addressed as part of Volume 1 in response to KPS3.4.

6. Is there a specific Volume that Sections L.12 and L. 13 should be addressed?

As indicated in Section L. 22, please address Offeror’s proposed methods regarding property management and government property in Volume IV.

7. Are there restrictions to the number of resumes we can submit?

There are no restrictions to the number of resumes submitted as resumes do not count against the page limit in Volume I. However, the Offeror is only required to submit resumes for their Primary Point of Contact and anyone considered a key staff member.

8. Are the fire protection specialist and industrial hygienist full-time onsite personnel or are they more like on-call type positions?

The incumbent contractor staffs these positions with full-time onsite personnel due to current workload and the required access to the expertise provided by the industrial hygienist and the fire protection specialist. The workload in these two areas is forecasted to remain the same or increase over the period of performance for the CMIST contract.

9. Does the organizational chart requested on page 100 of the RFP have to have personnel listed, or is more general in nature?

The Offeror shall use the level of detail that they feel best illustrates the requirements stated in MA3. It is up to the Offeror to determine if the names of personnel demonstrate the required expertise to execute the contract. The organizational chart should demonstrate an understanding of the requirements and include the roles of the key personnel identified in KPS1.

10. On the cost summary template spreadsheet (151937-OTHER-002\_008.xls), what the different categories on the indirect labor rate template and indirect rate template tabs? Also what is the Productive Hours Conversion Template - Team (PHCT-T)?

Instructions and definitions can be found in Section L.20.3.i (p. 88). Per Section L.20.3.h examples are provided in red and should be removed prior to proposal submission.

11. Is the Avoidance of Conflict of Interest Plan required as part of the proposal (see page 73, Risk Management Plan, item 2) or following award (see page 55, Section J, Attachment E asterisked to show submittal by the selected Offeror)?

The OCI plan shall be included with the proposal. The chart in section J is intended to be a list of items that will become part of the contract after award. The asterisk indicating that the OCI plan is to be submitted after award has been removed in Amendment 1 of the RFP.

12. Is the Program Manager mentioned in the Key Personnel section a corporate position or an on-site position, or is that in the discretion of the offeror?

The location of the Program Manager/ Primary Point of Contact is at the discretion of the Offeror.

13. Do we have to submit executed subcontracts with our subcontractors or a list of subcontracts to be finalized during phase-in (see page 92, Instructions for Volume IV, respectively the first and third bullets)?

The Government's evaluation of the expertise to be provided by the Offeror will be based on both the Prime Offeror's and any of its Major Subcontractors' experience (as defined in Section L.23). The Offeror shall, at a minimum, include a signed agreement with all teaming partners and subcontractors that they are committed to participating with the Prime on the CMIST contract.

14. Page 49, I.107, c, 3 - Is the IT Security Management Plan due with the proposal or after contract award?

The IT Security Management Plan is to be submitted after contract award.

15. Given the magnitude of this solicitation and required response can NASA extend the RFI/question period?

The period to submit questions has expired. The submission due date has been moved from August 24 to September 5.

16. Page 67 L.17 (2) states plastic bindings only may be used. Will NASA consider allowing 3-ring binders to aid in and expedite proposal production?

The Offeror may use 3-ring binders; however plastic bindings are preferred as they minimize the risk of pages being lost during handling of the proposals. Page 67 of the RFP has been changed in Amendment 1.

17. Page 68 L.17 (6) states that all pages are to be dated. Can we date only the cover page of each volume so as to allow us to begin early assembly of the volumes without risk of a late Amendment forcing everything to be redone and reprinted? After the initial proposal submission any pages modified as a result of a subsequent revision could then be marked with the revision number and date.

The Offeror is permitted to date only the cover page at its own risk. The Government cannot accept additional or modified proposals if the Offeror learns that the wrong version of the proposal was submitted.

18. Page 82 "Cost Volume, Part 1 – Excel Pricing Model (EPM)." Please confirm this is a typo and should read "Cost Volume, Part 1 – General Cost Info."

Yes, this has been corrected and an updated page provided in Amendment 1 of the RFP.

19. Page 82 Cost Volume, Part 1, Section 1 Cover Page (g.) Requires us to include the name, address, telephone and fax number of the Government cognizant contract administration office. Please provide this Government office contact info so that we may include it in our proposal.

NASA does not provide this information. Government cognizant contract administrators are assigned to companies. If a contractor does not already have one assigned please put "N/A" in the required field.

20. #6 Page 88 Cost Volume, Part 2, (j.) (4) Requires us to include the name and address of the cognizant DCAA field audit office to which electronic and hardcopy proposals were sent, as

well as the name, location and contact information for the DCMA PACO or ACO. Please provide this Government office contact info so that we may include it in our proposal.

This information can be found at [www.dcaa.mil](http://www.dcaa.mil). DCAA Field Audit Offices are assigned by contractor location.

21. Page 92 (B.) States that “The Offeror is responsible for ensuring that a minimum of two complete questionnaires (combined technical and contractual evaluation) are submitted for the Prime Offeror and each Major Subcontractor/Teaming Partner for which Past Performance exists.” Please clarify does this mean that a minimum of (2) past performance projects are to be submitted for the Prime and each Major Sub/Teaming Partner, each project of which will require (2) past performance questionnaires to be executed?

At least two questionnaires are to be submitted for the Prime and all Major Subcontractor/Teaming partner. If the Prime and the Sub/Partner worked together on a project a separate questionnaire is required for each of the companies that may be participating in the CMIST contract.

22. Page 75 (C.) Key Personnel and Staffing. Will the offerors be afforded access to the incumbent contractor’s employees prior to the proposal due date to discuss possible future employment under this CMIST contract and potentially secure resumes and commitment letters as appropriate?

The Government does not facilitate nor restrict access to any contractor employee.

23. Page 68 L.17 (3). Are the “cover letter” and the required documents included in the 50-page limit for Volume I – Technical Capability?

As stated in Section L.16(c ) “Title pages, tables of contents, copies of contractual arrangements and the resumes of Key Personnel are excluded from the page counts specified in paragraph (a) of this provision.” This exclusion shall include the cover letter and all bullet points described in Section L.17(3).

24. Page 68 L.17 (3). Should the completed Clause B.2 be included in Volume II -Cost/Price rather than in Volume I Technical Ability? It seems out of place in Volume I, but Volume II requirements do not mention this clause. It is not typical to have pricing information included in the Technical Ability volume.

The summary of costs described in Clause B.2 shall be included with the cover letter as described in Section L. 17(3). It is excluded from the page limit.

25. Page 68 L.17 (3). Will NASA be using the GSA Standard Form 30 for any amendments? Each of these forms is one page and we have no control over the number of amendments that may be issued for this RFP, ergo the possible impact on the page-limited Volume I?

The GSA Standard Form 30 will be used. It does not count against the page limits.

26. Template 7, IDIQ Labor Rates: The RFP lists numerous labor categories for pricing. Can NASA please provide summary qualifications and/or job functions for each category so that the offeror can be certain it will meet all NASA expectations/requirements?

The government is using Standard Labor Categories as defined by the Department of Labor (DOL) Wage determination 2005-2415 provided as Attachment F. On page 11 of that document it states, "The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet."

27. Page 73, MA1.2: The RFP states "the offerer shall submit an Organizational and personal Conflict of interest (OCI) Avoidance Plan for the Offerer, teaming partner(s) and proposed major subcontractors..... Is the OCI Avoidance Plan included in page count and should the document be included in the Management Approach general text or should it be provided as an appendix/other?

The OCI plan is included in the page count.

28. Page 75, KPS1.2: The RFP states "For the Primary Point of Contact, provide a signed statement of commitment". Please clarify the Primary Point of Contact for what role/responsibility? Also, is the commitment statement desired for a individuals availability or the availability of others?

The response to question #4 addresses this issue. The Primary Point of Contact shall be considered the Contractor's official representative during the execution of the CMIST contract. This commitment letter should indicate the proposed Primary Point of Contact's availability and shall be signed by the individual.

29. Page 90, L.21A Past Performance Narrative: May the Offerer modify the form to exclude the bolded text associated with each PPN (Example: PPN 12 – **Construction Project Management Services Work Area**). This modification would allow the Offerer to provide NASA with more relevant data within the required page count.

The intent of the table in section L.21A is to indicate the numbering system that shall be used for the Past Performance Narrative. It is not intended to be a form that is filled out. The title is not required in each section provided that the information in each paragraph follows the numbering convention as indicated.

30. Is the 19.0 WYE's work-load (as shown on Attachment G), the expected 'annual' work-force, or is this intended to relate to the entire 18 month base contract period that the actual contract is based on?

This is the current annual level of effort provided under the incumbent contracts to perform the tasks identified in the Statement of Work. The Government anticipates that the level of effort will continue over the entire performance period.

31. Will we be allowed to provide a large portion of the management and CAD positions from our own and subcontractor's prospective home offices, as opposed to being expected to be on-site for the performance of these positions?

The GMS Administration functions are intended to be provided by an onsite contractor due to the nature of the work and the requirement to reside within NASA's IT firewall. All work noted in the base task portion of the Statement of Work is expected to be performed by staff members solely dedicated to the CMIST contract due to the nature of the work and the anticipated work load. It's the Offeror's discretion as to the most efficient location.

32. May we receive a copy of the relative and similar cost proposal documents and spreadsheets that were submitted for the current incumbents proposal, or an 'executed example' package that can assist us in better understanding the scope, format, and intent of the spreadsheets to better meet your needs?

Instructions for completing the spreadsheets are provided in Section L.

33. Page 73, MA1.3: The RFP states " The offerer shall identify and describe the three most significant business and technical risks to the success of the contract". Does NASA want the offerer to address three significant risks factors in each of the two categories referenced (business and technical) for a total of six risk factors, or does NASA want the offerer to select/address a total of three risk factors in either category at their own discretion?

The Offeror shall address at least its three most significant risks regardless of category.

34. Page 76, KPS3.4: The RFP states " Provide compensation and benefit details for the Offerer and subcontractors in accordance with NASA FAR supplement Clause 1852-231-71.....". Does NASA desire a summary overview of this data or a detailed level of information? Compliance with this request could have a significant impact page count.

The Offeror shall provide the necessary information for evaluation in compliance with 52.222-46 and 1852.231-71.

35. Page 90,L21.A Past Performance Narrative: Are PPN forms due August 17<sup>th</sup>, 2012 as are the Past Performance Questionnaires? Given that PPN's are included in the page count, we would request that they be submitted with the main proposal document for ease of formatting.

The Past Performance Questionnaires (PPQ) and Past Performance Narrative (PPN) shall be submitted by 4:30pm, August 29, 2012. The PPN is to be submitted in Volume III and is not subject to the page count for Volume I that is due on September 5, 2012. The page count for the PPN is 15 pages and does not include the PPQ.

36. Page 1, Section B.2: The “estimated cost and fixed fee (altered) table” requests various offerer cost and fee data for one 18-month base period and four option periods. This format conflicts with similar data requests in the cost volume which appear to show two base periods (one 6 months and one 12 months) and four option periods, reference Page 76, Section L20 Tables. Please clarify which is correct.

The L20 table only identifies one “Base” period of performance covering 18 months over two CY and Government Fiscal years.

37. Page 80/81, Section 2K Table: Assuming the CMIST contract will be awarded with a 6-month base period and then a second 12-month base period, the government provided values for estimated materials, travel and training in columns CY1 and CY2 appear to be switched. Please clarify.

The columns are not switched.

38. Page 83/84, Section 4C Table: Assuming the CMIST contract will be awarded with a 6-month base period and then a second 12-month base period, the government provided values for estimated ID/IQ workload in columns CY1 and CY2 appear to be switched. Please clarify.

The columns are not switched.

39. Please consider a one week extension to the Volume II and remaining proposal sections due date.

Proposal due dates have been extended.

Relevant experience and Past Performance Questionnaires and the Relevant Experience and Past Performance Volume (Volume III) are due August 29, 2012.

All other volumes are now due September 5, 2012.